

Strengths

What am I good at and like doing at the same time?

- Hard skills (technical / specialist expertise, knowledge, skills)
- Soft skills (personal values and traits, social competence)

Weaknesses

What am I not good at and don't like doing?

Opportunities

What do I like doing but am not good at (yet)?

Threats

What am I good at but don't like doing?

Strengths

This is what your work should focus on to be gratifying and fun.

Weaknesses

This is what you should avoid. Can you delegate some of this? Or get help?

Opportunities

This is where you could grow in the future.

Threats

These are the dangerous items. You know, when you're good with repairing computers and everyone asks you to do it for them? Your work should not be made out of those items only, as they can frustrate you and have the potential to burn you out.

You can do this analysis once a year or only when you feel that your work does not make you happy or repeatedly frustrates you.